



## City of Milwaukee 2007 Youth Employment Programs

# Annual Report

## City of Milwaukee 2007 Summer Youth Employment Activities

The Department of City Development was responsible for running two summer youth employment programs during 2007, and also referred youth job applicants to private employers. This report provides information about the results of those programs.

### **Earn and Learn Summer Youth Internship Program**

Funding source	Community Development Block Grant
Funding amount	\$400,000 – includes 2007 CDBG grant, 2007 reprogramming grant, 2006 carryover
Youth served	243
Employer	City government departments

The Milwaukee Earn and Learn Summer Youth Internship Program was established in 2005 to provide job opportunities for teenagers within City government offices. In 2007, the program employed 243 high school juniors and seniors who live within the CDBG target area. Positions were created by 21 City government agencies. About half the positions were assigned to office work, and about half worked in field jobs.

All youth participating in this program were employees of either Manpower or Victory Personnel, a City of Milwaukee certified Emerging Business Enterprise. Under the City's contract, Manpower and Victory Personnel provided payroll services and insurance coverage to the interns.

The largest number of jobs (60) was in the Department of Public Works Environmental Services Division. The second highest total was employed by Department of City Development (32). Each department had responsibility for supervising the interns working there.

Young people participating in Earn and Learn worked for 20 hours per week for eight weeks, from June 18 through August 17, and earned \$7.10/hour. Each Friday, rather than going to their work sites, the interns attended a half-day educational program. These programs included topics like financial literacy, nutrition and fitness, teamwork, overcoming personal obstacles, and appropriate behavior in the workplace. Most of the educational programs were planned and delivered with assistance of staff from Marquette University, and most were held on the Marquette campus. The nutrition and fitness program was held at Milwaukee School of Engineering.

On the final day of the program, all interns attended a college and career fair that showcased higher educational institutions from around the state as well as local employers seeking to hire youth workers year-round.

The program employed 15 team leaders, responsible for reinforcing the work of the supervisor, mentoring the interns, and helping to present weekly educational programs. The team leaders are limited-term City employees.

DCD has created a web site, [www.mkedcd.org/syip](http://www.mkedcd.org/syip), to provide information about the program and accept job applications. The program was promoted through mailings to school guidance counselors and youth-serving agencies, as well as with personal visits to high schools by the Youth Development Coordinator.

Demographic information about the youth participants and a list of the number of jobs created by each participating City agency is included with this report (Appendix A).

The City’s 2008 CDBG allocations include funding for the Earn and Learn program in 2008.

**Non-profit/faith-based youth employment program**

Funding source	State of Wisconsin Dept. of Workforce Development
Funding amount	\$500,000
Youth served	457
Employers	86 agencies

A \$500,000 grant from the Wisconsin Dept. of Workforce Development funded the operation of a program that placed youth aged 16 to 20 in jobs created by 86 non-profit and faith-based organizations throughout Milwaukee. Program participants worked up to 20 hours per week for six weeks, beginning July 9, and earned \$6.50 per hour.

Participants were screened to ensure that they met age qualifications (aged 16-20 as of July 9, 2007) and were residents of the city of Milwaukee.

The city of Milwaukee provided nine model job descriptions for youth workers, and asked that all jobs created fit within their parameters. The job descriptions covered the following positions:

Arts worker	Food service worker	Outreach worker
Child care workers	Maintenance worker	Warehouse worker
Environmental program worker	Office worker	Youth program worker

Agencies could request up to 15 job slots. Those that created 8 or more jobs were assigned crew leaders to assist in supervising the youth workers. Crew leaders were authorized to work up to 130 hours, and earned \$12/hour. Crew leaders were screened to ensure that they were at least 21 years old, and were required to undergo a criminal background check. Seventeen agencies created eight or more jobs and were assigned crew leaders.

Agencies participating in the program were encouraged to recruit youth employees from among agency participants or families living within the immediate neighborhood, and most did so. The City of Milwaukee also used its “e-notify” system to send email

notification of job openings to approximately 1200 youth who had applied to the City for internships within City government.

All youth participating in the program were employed by either Manpower or Victory Personnel, a City-certified Emerging Business Enterprise. Each youth employee was required to attend an orientation program run by the temporary agency to which he or she was assigned.

Agencies that wished to participate in the program were required to attend an orientation meeting prior to applying for job slots. The mandatory meeting covered the program guidelines (attached), and emphasized legal restrictions that apply to employees under the age of 18. In addition, the City of Milwaukee entered into a contract with Milwaukee University Graduate School (MUGS), a local youth employment and training agency, to conduct monitoring visits at all work sites.

A list of the non-profit and faith-based agencies that created jobs in 2007 is included with this report (Appendix B).

The recently-adopted State budget renews funding for this program in summer 2008.

### **Private employer referral program**

Approximately 1200 youth applied for jobs with the Earn and Learn internship program. A number of individuals who were not hired by Earn and Learn were referred to private employers seeking summer youth workers.

To simplify communication about job opportunities, DCD added a youth job opportunities section to the City of Milwaukee's "e-notify" system. Throughout the summer, notifications were sent regarding several hiring opportunities, including State Fair and the hiring of food service workers for the U.S. Senior Open golf tournament.

### **Staff**

The 2007 City budget created a full-time Youth Development Coordinator position to manage City youth employment programs. Unfortunately, the individual hired for the position resigned in May to accept an out-of-state job opportunity. A former Earn and Learn team leader, Ophelia King, was hired on a short-term basis to run the day-to-day activities of Earn and Learn.

A new Youth Development Coordinator began work in December 2007. The job description has been adjusted to emphasize the coordination of youth employment activities with the Milwaukee Area Workforce Investment Board.

Appendix A  
Earn and Learn Summer Youth Internship Program

<b>2007 Demographic Summary</b>				
<b>Race</b>		<b>Male</b>	<b>Female</b>	<b>Unknown</b>
Black	204	64	131	9
Black-Native American	11	4	7	
Asian	1	0	1	
Multi-Race	10	2	8	
White	3	2	1	
Hispanic	4	1	1	2
Not Disclosed	10		1	9
<b>Total</b>	<b>243</b>	<b>73</b>	<b>150</b>	<b>20</b>
<b>2007 SYIP Positions</b>				
Assessor	2			
Common Council	4			
City Treasurer	1			
DCD	32			
DER	8			
DNS	3			
DOA	13			
DPW	6			
DPW Operations B&F	13			
DPW Water	4			
DPW Administration	2			
DPW Environ Serv	60			
DPW Infrastructure	4			
Fire	6			
HACM	19			
Health	20			
Mayor	7			
MPL	12			
Police	22			
Port	3			
Municipal Court	2			
<b>Total</b>	<b>243</b>			

Appendix B  
Participating non-profit and faith-based agencies 2007

Agency	Agency
Agape Community Center	Milwaukee Community Service Corps
Bethel Tabernacle Worship Center	Milwaukee Public Theatre
Bethesda Outreach Program	Milwaukee University Graduate School Cooperative
Bethesda Senior Center	Milwaukee Urban League
Bicycle Federation of WI	Monumental Missionary Baptist Church
Bishop's Creek Community Development Corporation	Mt. Zion Child Development Center
Boys & Girls Clubs of Greater Milwaukee	Neighborhood House of Milwaukee, Inc
Burleigh Street Community Development Corporation	New Concept Self Development Center, Inc
Career Youth Development Inc.	New Covenant Housing Corporation, Inc.
Center for Teaching Entrepreneurship	New Hope Missionary Baptist Church
Christ Evangelical Lutheran Church	New Horizon Center
Christ the King Church	North Avenue Community Development Corporation
Christian Faith Fellowship Church	Northcott Neighborhood House, Inc.
COA Youth and Family Centers	Parklawn Assembly of God
Community Child Care, Ltd.	Pieper-Hillside
Community Enterprises	Pilgrim Rest Baptist Church
Cristo Rey Lutheran Church, ELCA	Prince of Peace/Principe de Paz Parish
Cross Lutheran Church	Risen Savior Lutheran Church
Daniels-Mardak Boys and Girls Clubs	River Revitalization Foundation
Destiny High School	Riverworks Development Corporation
Divine Word Lutheran Church	Running Rebels Community Organization
Faith Builders International Ministries	Salvation Army Emergency Lodge
Fitzsimonds Boys & Girls Club	Select Milwaukee, Inc.
Friends of Hank Aaron State Trail	Silver Spring Neighborhood Center
Garden Homes Lutheran Church	St. Charles Inc.
Gerald L Ignace Indian Health Center Inc.	St. Mark AME Church
Good Hope Economic Development Corp	St. Paul's Lutheran Church
Grace Fellowship Church of Milwaukee	St. Peter's Evangelical Lutheran Church
Grand Avenue Club Inc.	The Gathering of Southeast Wisconsin
Growing Power, Inc.	The Lemonade Stand
Guest House of Milwaukee	The Mother Kathryn Daniels Conference Center
Holy Redeemer Church of God in Christ	UMOS
Hope House of Milwaukee, Inc.	United Community Center, Inc.
Incarnation Lutheran Church	United Negro College Fund, Inc.
Journey House Inc.	Urban Open Space Foundation
Latino Community Center	V.E. Carter Development Group
Legal Aid Society of Milwaukee, Inc	Walnut Way Conservation Corp.
Lincoln Neighborhood Redevelopment Corporation	WCS Project Excel
Lisbon Avenue Neighborhood Development	Westside Healthcare Association, Inc.
Love Outreach Church-Youth Making A Change	Wisconsin Regional Training Partnership
Merrill Park Neighborhood Association	Yeshiva Elementary School
Metcalfe Park Residents Association	YMCA-Community Development Center
Milwaukee Art Museum	
Milwaukee Christian Center	